

Virginia Wireless E-911 Services Board

Project Management Monthly Activity Report

Vendor: LR Kimball & Associates
 Region/Locality: Blue Ridge
 Period: May 19 - 31, 2003

Activity Report					
Task	Locality	% Complete	Total Hours	Hours this period	Comments
Active Tasks					
PSAP Strategic Planning		62%	56		
Reviewed requirements/SOW, Past Status Reports	Region			12	Studied proposal, project specifics, etc.
Met with Bill Agee in Franklin County	Franklin			10	Identified outstanding issues particularly w/Sprint
Began development of Project Plan	Region			6	
Discussed transition w/PSAP Coordinators	Region			6.75	Provided each PSAP explanation, reassurance
Planned/Organized PSAP Regional Meeting		100%	4		
Coordinated efforts/developed Agenda	Region			4	Kick-off Meeting scheduled for June 3
WSP/:LEC Contact Coordination & Assistance		50%	32		
Continuity Testing w/Sprint & Nextel Partners	Franklin			8	Followed up on issues raised by Franklin
Resolve CAS issues w/Sprint	Franklin			4	Identified from testing with Sprint
Resolve wireline/wireless Db issues	Franklin			4	
CPE Assessment & Assistance		15%	26		
Provide/Discuss Assessment Questionnaire	Franklin			2	
Provide/Discuss Assessment Questionnaire	Vinton			2	
Map, CAD, GeoFile Assessment & Assistance			18	0	
Cost Recovery, True Up Assistance		5%	42		
Reviewed Funding and Cost Recovery data	Region			2	
Training Assistance			26	0	
Installation Oversight			54	0	
Project Reporting & Status Review		20%	19		
Complied weekly status reports and Regional info	Region			3.75	Developing Regional Communications Conduit
Cutover Planning & Assistance			70	0	
Total Authorized Hours			347		

Total Hours This Reporting Period		19%		64.5	
Completed Tasks					
Issues of Importance					
Issue	Actions Proposed to Resolve Issue			Comments	
Nextel Partners identified CAS issues w/Sprint	Sprint to modify software			Franklin County	
Nextel Partners calls coming in on wireless line trunks	Had Sprint correct Database			Franklin County	
Sprint PCS advised PSAP they're deployed, however	Will have Sprint Retest			Franklin County	
PSAP not aware of Sprint testing					
Danville concerned about Phase II deployment	Reassured LRK will provide immediate assistance				